

STATEMENT OF WORK (SOW) ADDENDUM

Addendum No.: 1

Date of Addendum: July 6, 2012

Due Date, Time: July 12, 2012, 2:00p.m. CDT

Revised Date, Time: July 12, 2012, 2:00p.m. CDT

Agency: Public Safety, Bureau of Criminal Apprehension

Reference No.: T#: 902TS

Title: Integrated Search Services (ISSv6) Project

SCOPE OF ADDENDUM

The followings are changes to the SOW:

Below are the questions and answers for the BCA June 28, 2012 posting on the MN.IT Website for Staff Augmentation Services for the project titled: Integrated Search Services (ISSv6) Project.

- For each resource requested in the RFP, is the position new, or is it an existing one for which there is already an incumbent in place?
Project Management – Existing position with an incumbent
Web Applications Specialist – Java/JSP/Servlets - New
Architecture Planning and Assessment – Technical (1)
 - Existing position with an incumbentArchitecture Planning and Assessment – Technical (2)
 - Existing position with an incumbent
- Are incumbents eligible to respond to this RFP? - Yes
- Is there a limit to the number of candidates that each vendor can submit for each open position?
 - Each vendor may submit up to 3 candidates for each open position
- Please clarify whether vendors need to be participating in all listed service categories for the following: (Project Management, Web Applications Specialist – Java/JSP/Servlets, Architecture Planning and Assessment – Technical)
 - No. Vendor only needs to be approved for the skill category they are presenting a candidate to be considered.
- For the position of Project Manager does BCA require the Project manager Position for 1 year , as it is specified that This resource would be needed until the BCA can fill the open position and a transition can take place , please clarify
 - Position is needed for one year. BCA is seeking a staff replacement and a transition of duties will take place once a staff is hired.

- Do we need to submit all 4 positions?
 - No. Vendor should only respond to the project and positions it has a qualified candidate suited for according to the information in the SOW.
- Do we need to submit on time and material based or fixed project cost?
 - Submit your cost for the resource on an hourly rate basis.
- For the Java Developer position – the document indicates that the BCA is using staff augmentation since they are unable to currently fill two open full-time Java development roles; is it the BCA's intention to contract this position for 1 year whether or not the two full-time roles are filled (understanding that project work may change dependent upon successful full-time hires)? If not, what is the intended initial contract duration?
 - Position is needed for one year. BCA is seeking a staff replacement and a transition of duties will take place once a staff is hired.
- For the Project Manager position – the document indicates that the BCA currently has a consultant in this role that they were intending to replace with a full-time staff member; is it the intention of the BCA to engage the existing Project Manager on this new contract (in other words, is there an incumbent vendor)?
 - Position is needed for one year. BCA is seeking a staff replacement and a transition of duties will take place once a staff is hired. There is an incumbent.
- For the Architect position – the document indicates that BCA currently has a consultant on contract for this role that cannot be extended; is it the intention of the BCA to engage the existing consultant on this new contract (in other words, is there an incumbent vendor)? If not, can the BCA share why the current contract cannot be extended?
 - Position is needed for one year. BCA is seeking a staff replacement and a transition of duties will take place once a staff is hired. There is an incumbent.
- For the Technical Analyst position – the document indicates that BCA currently has a consultant on contract for this role that cannot be extended; is it the intention of the BCA to engage the existing consultant on this new contract (in other words, is there an incumbent vendor)?)? If not, can the BCA share why the current contract cannot be extended?
 - Position is needed for one year. BCA is seeking a staff replacement and a transition of duties will take place once a staff is hired. There is an incumbent.
- Is it the intent of MnDPS to award all positions listed in the RFP to one vendor, or does MnDPS intend to make multiple awards to multiple vendors?
 - BCA is searching for the best fit for the listed positions. BCA may select various vendors to reach the best outcome for the project.
- Does MnDPS have a pre-determined/allocated budget (either hourly billing rate or total project cost) for these positions?
 - BCA, like other State Agencies, has a limited budget and searches for the best value in making selections for projects.
- Will the selected resource be working 100% on-site in the MnDPS office located at 1430 Maryland Ave East, St. Paul, MN 55106, throughout the life of the contract?

- As stated on page 4 of the SOW, 'due to security reasons contractor's resources must perform duties at the BCA headquarters in St. Paul, Minnesota.' The above is the address of the BCA headquarters the resource would be working at during the contract.
- What is the anticipated utilization of the selected resources? Will they be working 40 hours per week for the life of the contract (excluding State holidays)?
 - The BCA anticipates utilizing vendor resources 40 hours per week excluding State holidays.
- Please confirm MnDPS will provide selected resources with work space, and all necessary hardware/software and laptop/desktop computers to perform the responsibilities outlined in the SOW.
 - BCA will have the necessary workspace and equipment for the resource to perform the duties of the position.
- What is the anticipated daily work schedule for all the selected vendor resources? 8AM – 5PM, Monday thru Friday?
 - The supervisor on site will coordinate the work schedule with the vendor resource. The hours must be scheduled during normal business hours of 7am – 5pm Monday – Friday. The project team hours will determine the hours needed to best serve the project needs.
- Will any of the selected vendor resources be required to perform off-hours, on-call support work?
 - No off-hours or on-call support is needed by these resources.
- Is there any expected travel needed of the selected vendor resources to perform the duties outlined in this SOW?
 - No travel is required.

This addendum shall become part of the SOW and may be returned with, or acknowledged in, the response to the SOW.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: